

## Notice of Intended Decision to Enter Into a Single Source Contract

**AGENCY:** Florida Housing Finance Corporation

**TITLE:** OnBase Licensing

**CONTACT:** Contract Administrator  
227 N. Bronough Street, Suite 5000  
Tallahassee, FL 32301  
(850) 488-4197  
Contract.Admin@floridahousing.org

**Date Posted:** July 26, 2019

**Time Posted:** 1:31 p.m.

**Commodity or Service Required:** OnBase Licensing

**Requestor:** David Hearn, Chief Information Officer

**Performance and/or Design Requirements:** OnBase is used to store and access documents used in various Florida Housing business processes. It allows for on-line retrieval, automated text indexing for searches, and process automation around both scanned paper and electronic documents.

**Intended Source:** Hyland Software, Inc.

**Price:** \$33,400

**Justification for Single Source Acquisition:** The OnBase document management system is a core component of Florida Housing's IT architecture and is integral to operations, since the documents submitted and produced to the system are critical to Florida Housing's core business processes. Additionally, several supporting systems and business processes depend on its continued implementation for proper operations. As the developer of OnBase, Hyland Software, Inc. is the only entity able to provide licensure for this product.

**Approved By:** Florida Housing Finance Corporation's Executive Director, Harold L. Price, III.

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.